

## Removing Holds

Holds will prevent registration. If you are a cohort student, our staff will register you. If you are a flex student, you will be registering yourself.

1. Login to PAWS to view your holds.

- Go to the “Enrollment” Tab
- Find the “Registration” Block
- Click “Action Required” to launch GoSolar\* and view Holds

\*Trying to view holds by logging in directly into GoSolar will produce an error message. (e.g. “Holds cannot be viewed on Web”)

2. See below for instructions on how to remove some of the most common holds:

### **EC - Emergency Contact Hold (Quick and Easy to remove!)**

- Follow the steps above to View All Holds.
- Under “Originator”, click “Update Emergency Contact”
- Add YOUR Contact Info (Select “E –Reach Me in Emergency”). This is so the University can contact you in the event of a campus emergency (i.e. weather closure). You must do this step to remove the hold.
- Add your Emergency Contact info.
- Review and confirm.

### **RM - Registration Agreement Hold (Quick and Easy to remove!)**

- Follow the steps above to View All Holds.
- Under “Originator”, click “Update Registration Agreement”
- Review terms and click “I Agree”.

### **IH - Immunization Holds**

This is required by Georgia State University and the administered by the GSU Student Health Clinic. Signed and completed forms can be uploaded to the Patient Portal. More information can be found on the Immunizations Website.

### **GT - Graduate Admission Transcript Hold**

Unofficial copies of transcripts and test scores are accepted for the application process. However, upon acceptance, we must receive official/sealed copies of your transcripts and test scores. You can view the status of what official transcripts are missing or received in your Application Portal.

- For more information on sending official transcripts: <https://graduate.gsu.edu/how-to-apply/apply/transcripts/>
- For more information on sending official test scores: <https://graduate.gsu.edu/how-to-apply/apply/test-scores/>

### **IA - Immigration Follow Up Hold**

All newly admitted International Students automatically receive an International Admissions hold until the Office of International Student and Scholar Services' (ISSS) review is complete and immigration documents are issued. ISSS handles this process through iStart, click for more info or to start the process.

### **IG – Permanent Residence Card (or Green Card) Hold**

Please scan (front and back) and upload your Permanent Residence Card to your Application Portal.

### **LP - Lawful Presence Requirement**

The Board of Regents of the University System of Georgia requires all students applying to Georgia State University to provide verification of their lawful presence in the United States to be classified as in-state or out-of-state for tuition purposes. Students may be verified through one of the following options below:

- If you are a U.S. citizen, permanent resident or eligible non-citizen (this does not apply to international students on a visa):
  1. Verification through the Federal Aid Financial Aid Form (FAFSA) – no additional documentation needs to be submitted if you complete a FAFSA.
  2. Submission of one of the following documents:
    - Current Georgia driver's license issued by the state of Georgia after January 1, 2008\*
    - Current Georgia State ID Card issued by the state of Georgia after January 1, 2008\*
    - Current U.S. passport \*
    - Certified U.S. birth certificate (must be submitted in person)
    - Permanent Resident Card (front and back copy) \*

- U.S. Certificate of Naturalization \*
- U.S. Certificate of Citizenship \*
- U.S. Certificate of Birth Abroad\*
- Military ID (must be verified in person)

\*Copies of these documents are acceptable.

Submit documents directly to the GSU Office of Admissions in person or through your Application Portal.

- If you are an International Student that has or is applying for Visa:

1. Verification through Student and Exchange Information System (SEVIS) - If you have or are applying for an F or J visa, we will verify your lawful presence through SEVIS. As this is already part of the immigration process, there are no additional steps required to have your Citizenship Verification Hold removed. Simply comply with the requirements outlined by ISSS before you arrive at Georgia State University.

2. Verification through Systematic Alien Verification for Entitlements (SAVE) - All nonresident alien students on some sort of visa will need to submit immigration documents verifying their lawful status to ISSS. Such documents may include an I-94 card, U.S. Citizenship & Immigration Services (USCIS) approval notice or receipt notice, or other documentation confirming the student is in lawful status